

81-0838/1

Washington, D.C. 20505

Executive Registry

81-1624/1

10 JUL 1981

The Honorable Gerald P. Carmen  
Administrator  
General Services Administration  
Washington, D.C. 20405

Dear Jerry:

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For some time the Central Intelligence Agency (CIA) has sought to take over responsibility from the General Services Administration (GSA) for the custodial and facility operation [redacted] As an integral part of an important national intelligence program, [redacted] demands a high degree of responsive support to ensure reliable facility operations and provide an environment that contributes to an effective motivated work force. Because of the stringent security requirements governing access to our building and GSA's inability to dedicate more resources to our operation, support response has diminished over the years. On the other hand, CIA is in a better position to identify requirements and allocate resources within the building.

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The situation has been discussed at length with Mr. Walter V. Kallaur, Regional Administrator, National Capital Region, and his staff. Mr. Kallaur has indicated that if the request of the CIA to assume responsibility for the maintenance and operation of the building is granted, then the CIA should assume responsibility for the protective function as well. However, while we desire to assume the operations and maintenance functions, we would prefer GSA continue to provide a Federal Protective staff for the building on a reimbursable basis. Accordingly, it is requested that a revocable permit be issued authorizing CIA to assume the operations and maintenance responsibility, as described in the enclosure, for the operation of [redacted] and that GSA agree to provide current levels of FPO support on a reimbursable basis. STAT

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[redacted], our Deputy Director for Administration, and James McDonald, our Director of Logistics, are available to discuss this matter with you and your staff and to work out a mutually acceptable transfer date.

Yours,

**/s/ William J. Casey**

William J. Casey

Enclosure

The Honorable Gerald P. Carmen

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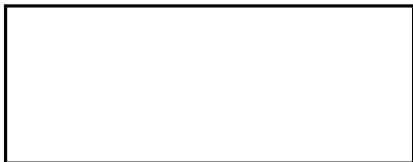
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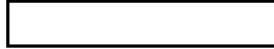


6/3/81  
Date

PRECEPTS

PROPOSED AGREEMENT BETWEEN CIA AND GSA  
TRANSFERRING OPERATIONAL RESPONSIBILITY

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1. GSA will issue a revocable permit (delegation) authorizing CIA to operate the [redacted] facility in the [redacted]. At an agreed upon time, GSA will cease to provide all support [redacted] as outlined in paragraph 2 below. CIA will cease all SLUC payments and reimbursements to GSA associated with the operation [redacted], except the reimbursement to GSA for Federal Protective Services to the building.

2. Responsibilities being transferred to CIA include:

- Compliance with occupational safety and health requirements
- Custodial services for the building and grounds
- Utilities service
- Operation and maintenance of the facility, including the outer perimeter
- Repairs and alterations within and including the perimeter
- Construction of new facilities
- Operation of concession facilities

3. Transition from GSA to CIA will be accomplished within the following guidelines:

a. GSA support functions are categorized as custodial and facility operations. Each of these segments may be transferred individually.

b. GSA will continue to provide the current level of support [redacted] until such time as a CIA contractor is prepared to assume operational responsibility for a particular segment. CIA will attempt to have a contractor in place in both segments by April 1982.

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c. Beginning 1 October 1982, CIA will assume direct responsibility for payment of utilities with corresponding reductions in SLUC payments. CIA will make quarterly payments to GSA for SLUC and overtime labor for utility service. If CIA assumes responsibility during a quarter, pro rata adjustments in payments will be made. Only emergency work orders will be levied on GSA during the transition period. Authority to contract for maintenance, repairs, and alterations in the building will remain with GSA until the facility operations function is transferred to CIA.

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4. As legal owner [redacted], GSA will apprise CIA of any restrictions imposed from outside GSA that may limit or alter the use of any of GSA's [redacted] facilities; CIA and GSA will cooperate in making representations before local planning and regulatory bodies such as the National Capital Planning Commission.

5. By mutual agreement between CIA and GSA, GSA will perform construction design and management services for major projects on a reimbursable basis.

6. GSA will identify those of the following repairs and alterations that GSA will fund and pursue to completion. GSA construction schedules will be coordinated with the CIA building manager.

- a. Chiller Replacement: Walkway:  
Platform Ventilation  
PCN 88377 - Estimated Cost \$443,737
- b. Fire Protection Improvements  
PCN 98273 - Estimated Cost \$376,366
- c. Building Inspection  
PCN 07037 - Estimated Cost \$4,000
- d. Completion of [redacted]  
[redacted] Master Plan  
Estimated Cost - \$29,000
- e. Installation of stair treads  
Works inventory number 0052  
Estimated Cost - \$10,000
- f. Chilled water and steam line insulation  
Works inventory number 0089  
Estimated Cost - \$17,000
- g. Energy conservation study  
Works inventory number 0106  
Estimated Cost - \$33,300.

7. GSA will attempt to complete all minor GSA-funded and reimbursable work orders outstanding prior to the effective transfer of operating authority. Funding for all reimbursable work not commenced or completed by the transfer date will be returned to CIA with identifying work orders.